

DENMISCH SIMULATOR RING MANAGEMENT COMMITTEE

Terms of Reference

1. The Management Committee shall consist of up to seven members, including appropriate Guild officers.
2. The Committee members shall be elected at the Annual General Meeting of the Guild.
3. The Management Committee has the authority to co-opt members on to the committee for special purposes, or to fill any vacancies arising until the next General Meeting qualified to elect members.
4. The Management Committee shall ensure that a Maintenance Officer is appointed; the person appointed may be one of the elected members if appropriate.
5. The Management Committee shall meet at least once annually with the quorum of Committee members being four.
6. The Management Committee shall decide all policies, including rates and charges for the use of the Denmisch ring.
7. The Management Committee shall be responsible for the collection, allocation and distribution of all monies raised through the use of the Denmisch ring.
8. The monies raised from the use of the Denmisch ring shall only be used for the following purposes:
 - a. To create a fund to contribute towards the cost of maintenance and repairs of the Denmisch ring.
 - b. To contribute towards the insurance of the Denmisch ring.
 - c. To contribute towards the running costs of the Denmisch ring.
 - d. Should there be any surplus from the above, to donate monies to the Guild to be used only in accordance with the Guild's charitable aims and objectives.
9. One member of the Management Committee shall be solely responsible for organising the bookings and use of the Denmisch ring, and for maintaining contact with Exeter Cathedral School to confirm these bookings with them.
10. The Management Committee shall be responsible, as keyholders, for the safe unlocking and locking up of the Denmisch ring when the facility is being used in accordance with the requirements of Exeter Cathedral School.
11. The Management Committee shall be responsible for overseeing good practice and safe use of the Denmisch ring at all times when the facility is being used.
12. Ringing by inexperienced ringers shall be supervised by an experienced ringing teacher at all times.
13. The Management Committee reserves the right at any time to refuse the use of the Denmisch ring, if it believes the application is inappropriate.
14. The Management Committee shall produce a report and accounts for the Guild Annual Report.